



OEO Office Use Only

Case # _____

NOTE: Persons with disabilities may request this information be prepared and supplied in alternate formats by calling 360-705-7095. Persons with hearing impairments may call 1-800-833-6388 (Washington State Telecommunications Relay Service), Tele-Braille at 1-800-833-6385, or Voice at 1-800-833-6384, and ask to be connected to 360-705-7097.

You Have the Right:

1. To file a complaint with the Washington State Human Rights Commission (if it is within their jurisdiction) within 180 days of the alleged incident(s).
2. To file a complaint with the Equal Employment Opportunity Commission (if it is within their jurisdiction) within 300 days of the alleged incident(s).
3. To file a complaint with the United States Department of Justice.
4. To sue privately in state or federal court if you meet statutory time and jurisdictional requirements.
5. To file any union action that may be available.
6. To consult with an attorney at any time.
7. To have union representation present if applicable.

Note: You do not have to wait for the Washington State Department of Transportation (WSDOT) to complete your case to pursue any of the above options.

8. To appeal the investigative results of the Office of Equal Opportunity (OEO) to the Equal Opportunity Committee (EOC) within 15 days of receipt of notification by registered mail.

You Have the Responsibility:

1. To cooperate fully in the investigation.
2. To provide information requested.
3. To keep the OEO advised of your current address and telephone number and to let the OEO know about any prolonged absences.
4. A duty not to interfere with the investigation including, but not limited to, discussing the matter with possible witnesses regarding issues affecting the investigation.

Referral Information

WSDOT Office of Equal Opportunity
310 Maple Park SE, Olympia, WA 98504-7314
Phone: 360-705-7090

Washington State Human Rights Commission
711 Capitol Way, Suite 402, Olympia, WA 98504-2490
Phone: 360-753-6770

Washington State Human Rights Commission
1511 3rd Street, Seattle, WA 98101
Phone: 206-464-6500

Equal Employment Opportunity Commission
909 First Avenue, Suite 400, Seattle WA 98104
Phone: 206-220-6882 / 1-800-669-4000

(For Title II and Section 504 Complaints)
Department of Justice, Civil Rights Section
Box 66738, Washington, DC 20035-6738

(For Title II, Title VI & Section 504 Complaints)
Federal Highway Administration, 711 S. Capitol Way
(Washington State Division Office)
Olympia, WA 98501-1284
Phone: 360-534-9325

I have read or had explained to me the above information. I have received a copy of this document.

I have explained the above information to the complainant.

Complainant's Signature

Date

OEO Human Resources
Consultant/Designee

Date